



MINUTES
Meeting of the Board of Trustees
Town of Red Cliff Chambers, 400 Pine Street, Red Cliff
TUESDAY, DECEMBER 5, 2023

CALL TO ORDER at 7:07 pm

ROLL CALL

Mayor Duke Gerber

Trustee Ondrej Mertlik

Trustee Ben Kleimer

Deputy Clerk Chris Brown

Trustee Art Fox

Co-Administrator Barb Smith

Administrator/Clerk Melissa Matthews

Absent: Trustee Mary Walker, Trustee Cassi MacUmber and Trustee Dana Veljacic

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA - *Items to be added or pulled from the agenda*

Motion by Art Fox to approve the agenda, seconded by Duke Gerber, unanimously approved.

APPROVAL OF MINUTES

1. November 21, 2023

Motion by Art Fox to approve the minutes, seconded by Ondrej Mertlik, unanimously approved.

PUBLIC COMMENTS - *For items not on the agenda, please keep comments to five minutes or less.*

None.

DISCUSSION AND ACTION ITEMS

None.

ORDINANCES & RESOLUTIONS

RESOLUTION 12, SERIES 2023

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, APPOINTING THE TOWN CLERK AS THE DESIGNATED ELECTION OFFICIAL AND DELEGATING AUTHORITY AND RESPONSIBILITY TO THE TOWN CLERK TO APPOINT ELECTION JUDGES FOR THE UPCOMING MUNICIPAL ELECTION SCHEDULED FOR APRIL 2, 2024

Motion by Ben Kleimer to approve Resolution 12, Series 2023, seconded by Duke Gerber, unanimously approved.

RESOLUTION 13, SERIES 2023

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, APPROVING THE PLAN AND TRUST AGREEMENT AND THE DEFERRED COMPENSATION PLAN AGREEMENT BETWEEN COLORADO RETIREMENT ASSOCIATION AND THE TOWN OF RED CLIFF

Motion by Duke Gerber to approve Resolution 13, Series 2023, seconded by Ben Kleimer, unanimously approved.

STAFF/TRUSTEE UPDATES

Mayor, Duke Gerber:

- Even with the winter weather there was high attendance for Barb's retirement party.
- The maintenance team has been doing a good job keeping on top of the snow cleanup.

Administrator/Clerk, Melissa Matthews:

- The Governor is requesting that counties, municipalities and special districts consider temporarily reducing their mill levels for the budget year 2024. Initial discussions with other town leaders in the County indicate that most if not all of the municipalities will not be doing this. Staff inquired as to whether the Board would want to discuss this further at the next meeting. The Board decided no further discussion was necessary, as Red Cliff will keep its current mill levy.
- The lot on the northside of High Street discussed at the last meeting has had a tractor on it, which was inquired about at the last meeting. They have moved some dirt around which is allowed. Staff inspected the situation and noted that what has been done is lawful and safe.
- As part of the first two grants that we received with Minturn, a \$30,000 digital assets shoot will be done in both communities on January 22-25, 2024. RMAR will be assisting with the snowmobiling portion of the shoot. The shoot will also feature: cross country skiing, skinning/backcountry skiing, snowshoeing; downtown areas; and scenic shots.
- There will be a P&Z meeting on December 19th at 6pm with Town Planner Scot Hunn and Planner Jennifer Henninger (with Community Planning Strategies). They will be presenting their ideas, scope of work, ideas for funding sources, and timeline for approaching possible revisions to our Comprehensive Plan and code revisions.
- Barb Smith's retirement celebration was delightful. Thank you to everyone who came to honor her service to our community.
- The holiday party for the County and Towns last night was attended by Barb & I. It was a great opportunity to meet and network with other elected officials and staff.

Co-Administrator, Barb Smith:

- A thank you to everyone who attended her party
- Jennifer Henninger was part of the original team with Scot Hunn who did the initial work on our Streetscape Project.
- Reminder that there are some P&Z approvals which have been sitting stagnant; those are honored for up to one year and they can ask for a one year extension. Typically, two years is the maximum.

Trustee, Ben Kleimer:

- Climate Action Collaborative: this group will be asking the town for a contribution to the group of almost \$400 which is a proportional amount. Kleimer recommended to ask for a reduction of this cost, largely because the direction and the authority of the group is unclear.
- As the Board's representative on the NWCOGG Board, Kleimer noted that this is a good conduit for grants and offers valuable resources. Kleimer recommends that the Town stays involved.
- Inquired about enforcing the snowmobile rules on Town roads. After discussion, staff will work to educate residents on the rules through the newsletter, posters, emails and discussing code enforcement options.

Trustee, Art Fox:

- Noted that the bridge at the bottom of High Street was hit by a car and inquired about a possible assessment of the bridge for damage. Staff will look into this.
- Inquired about the gate for at the bottom of the cemetery road. After discussion, the Board decided to keep it closed to prevent snowmobiles from accessing that non-motorized area.

BILL PAY

1. General Account
2. General Account

ABC Parts	5093 · Repairs & Maintenance	\$ (454.77)
Ace Hardware	5110 · Road/Bridge	\$ (325.94)
Adobe	5041 · Postage, Print, Telephone, Supplies	\$ (19.99)
Century Link-x664B (FAX)	5041 · Postage, Print, Telephone, Supplies	\$ (103.93)
Century Link - x199B	5041 · Postage, Print, Telephone, Supplies	\$ (190.59)
Home Depot	5100 · Building/Grounds	\$ (229.58)
IRS/US Treasury	Payroll Liabilities - Federal Wage Withholding - November 2023	\$ (5,276.64)
Linda Overcash-By the Numbers	5014 · Accounting/Bookkeeping/Finance	\$ (1,392.26)
Mitchell & Company, LLC	5046 · Computer & Internet	\$ (108.00)
Waste Management	5086 · Trash Collection	\$ (143.81)
Xcel Energy x7086-0	5083 · Gen Ops: Xcel Town Hall	\$ (1,411.97)
Duke Gerber	5062 · Board Member	\$ (250.00)
Art Fox	5062 · Board Member	\$ (150.00)
Ben Kleimer	5062 · Board Member	\$ (150.00)
Cassandra MacUmber	5062 · Board Member	\$ (150.00)
Dana Veljacic	5062 · Board Member	\$ (150.00)
Mary Walker	5062 · Board Member	\$ (150.00)
Ondrej Mertlik	5062 · Board Member	\$ (150.00)
Smith, Barbara J	Payroll	\$ (1,842.11)
Smith, Barbara J	Reimbursement - Health Insurance	\$ (349.15)
Brown, Chris	Payroll	\$ (892.54)
Beyer, David	Payroll	\$ (1,146.90)
Sandoval, Lorenzo	Payroll	\$ (948.78)
Matthews, Melissa	Payroll	\$ (1,675.86)
Matthews, Melissa	Reimbursement - Health Insurance	\$ (349.15)
Gallegos, Nick	Payroll	\$ (1,226.74)
Martinez, William	Payroll	\$ (1,640.72)
Martinez, William	Reimbursement - Health Insurance	\$ (349.15)
Martinez, William	Expense Reimbursement	\$ (127.57)

Motion by Art Fox to approve the General Account bill pay, seconded by Duke Gerber, unanimously approved.

3. Enterprise Account

American Con. & Billing Solutions	5028 · Meter Reads/Billing	\$ (699.75)
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CenturyLink	5033 · Wastewater Ops - Utilities	\$ (61.54)
Water Quality Control Professionals	5021 · WTP Operators, 5022 · Repairs	\$ (3,112.31)
Water Quality Control Professionals	5031 · WWTP Operators, 5032 · Repairs	\$ (2,320.58)

Motion by Ondrej Mertlik to approve the Enterprise Account bill pay, seconded by Duke Gerber, unanimously approved.

4. Community Fund Account

Amazon	5051 · Marketing & Town Events	\$ (15.81)
Eagle Valley Community Foundation	5186 - Donations - Food Bank	\$(1,000.00)
Kristina Finamore	5051 · Marketing & Town Events	\$ (229.70)
Kyle Walker	5051 · Marketing & Town Events - Barb's Retirement Gift	\$ (229.27)
Walmart	5051 · Marketing & Town Events - Barb's Retirement Party	\$ (19.06)

Motion by Ben Kleimer to approve the Community Fund Account bill pay, seconded by Duke Gerber, unanimously approved.

ADJOURNMENT

Motion by Art Fox to adjourn, seconded by Duke Gerber unanimously approved at 7:59 pm.